

**Description:**

The Director's Office develops and administrates department policy and oversees the fiscal and human resources functions of the department.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Provide accounting services for the department.

- A. Invoices paid within 31 days.

Actual Results			
1997	1998	1999	2000
100%	95%	99%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- B. Maintain 100% compliance with State/Federal auditing requirements.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- C. Submit grant reports within 45 days of quarter's end.

Actual Results			
1997	1998	1999	2000
49	59	48	38
Projected Results			
2001	2002	2003	2004
45	45	45	45

2. Prepare and oversee department budget.

- A. 100% compliance with DFM and LSO deadlines.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- B. Prepare and distribute monthly financial reports within 20 days.

Actual Results			
1997	1998	1999	2000
100%	85%	89%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

**Police, Idaho State**  
**Director's Office**

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3. Provide procurement, warehousing and inventory services for department.

- A. Maintain 90% accuracy in inventory system.

Actual Results			
1997	1998	1999	2000
90%	90%	91%	92%
Projected Results			
2001	2002	2003	2004
92%	93%	93%	93%

- B. Process requisitions within seven days.

Actual Results			
1997	1998	1999	2000
8	9	7	4
Projected Results			
2001	2002	2003	2004
6	5	5	5

4. Provide maintenance and repair services for department.

- A. Respond to work orders within three days.

Actual Results			
1997	1998	1999	2000
3	3	2	2
Projected Results			
2001	2002	2003	2004
2	2	2	2

5. Assist with job evaluation, recruitment and selection of personnel.

- A. Request announcement of vacancies within one day of request by division administrator.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- B. 75% of reclassification requests are approved by the Division of Human Resources..

Actual Results			
1997	1998	1999	2000
90	75	100	95
Projected Results			
2001	2002	2003	2004
75	75	75	75

6. Ensure compliance with labor laws and Division of Human Resources rules.

- A. 100% compliance with laws and rules.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

7. Provide payroll services.  
A. 90% accuracy in data entry.

Actual Results			
1997	1998	1999	2000
97%	98%	99%	99%
Projected Results			
2001	2002	2003	2004
95%	95%	95%	95%

- B. Payroll submitted on time.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

**Program Results and Effect:**

Centralized services allow enforcement and technical personnel to better allocate their time to enforcement and technical duties and avoid unnecessary duplication of services.

For more information contact Rick Cronin at 884-7021.

## Police, Idaho State Investigations

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### Description:

The Investigations Program conducts felony investigations and undercover operations in all regions of the state.

### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Management of a criminal history record system (Includes operation of AFIS, performance of record checks, and dissemination of photographs).

A. 100% of first time arrest fingerprint cards will be processed within 10 working days.

Actual Results			
1997	1998	1999	2000
90%	100%	98%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

B. 80% of arrest records for last five years will have final dispositions.

Actual Results			
1997	1998	1999	2000
63%	57%	66%	63%
Projected Results			
2001	2002	2003	2004
80%	80%	80%	80%

C. 100% of applicant fingerprint cards processed to FBI within 5 working days.

Actual Results			
1997	1998	1999	2000
85%	89%	90%	70%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

D. 100% of requests for photos processed within 2 working days.

Actual Results			
1997	1998	1999	2000
99.9%	99.2%	99.9%	98%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

2. Operation of the Idaho Law Enforcement Telecommunications System (ILETS).

A. System computer operates at 100% uptime.

Actual Results			
1997	1998	1999	2000
99.98%	99.95%	99.94%	99.94%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

B. Unrestricted service hours; 100% of hours in month.

Actual Results			
1997	1998	1999	2000
95%	94.4%	94.2%	93.3%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

3. Management of the department's automated information systems.  
A. 100% of software systems upgraded to support millennium dates.

Actual Results			
1997	1998	1999	2000
29%	65%	92%	100%
Projected Results			
2001	2002	2003	2004
100%	N/A	N/A	N/A

- B. 100% of department's PCs capable of supporting state standard for compatibility.

Actual Results			
1997	1998	1999	2000
63%	97%	99%	99%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

4. Administration of the Uniform Crime Reporting (UCR) Program and publication of the annual Crime in Idaho.

- A. 100% of special requests for crime data processed within 2 working days.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- B. 100% of Idaho law enforcement agencies participate in UCR.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- C. Crime in Idaho published by June 1 of each year.

Actual Results			
1997	1998	1999	2000
6/1/97	6/1/98	6/1/99	6/19/00
Projected Results			
2001	2002	2003	2004
6/1/01	6/1/02	6/1/03	6/1/04

5. Operation of the state's Instant Check System for handgun transfers to comply with the federal Brady Act . \*The state's instant check system sunsets on November 30,1998.

- A. Average less than 3 minutes to complete each instant check call.

Actual Results			
1997	1998	1999	2000
2:34	2:39	3:00	N/A
Projected Results			
2001	2002	2003	2004
N/A	N/A	N/A	N/A

## Police, Idaho State Investigations

B. 100% of denials processed within 1 working day.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	N/A
Projected Results			
2001	2002	2003	2004
N/A	N/A	N/A	N/A

C. Maintain a schedule of 59 hours of service/week.

Actual Results			
1997	1998	1999	2000
59 hrs.	59 hrs.	59 hrs.	N/A
Projected Results			
2001	2002	2003	2004
N/A	N/A	N/A	N/A

6. Administration of special registries (automated file of concealed weapons licensees and the sex offender registry) and missing persons clearinghouse.

A. 100% of missing persons are recorded in tracking system within 1 working day.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

B. 100% of sex offender registration information processed within 1 working day.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

C. 100% of requests by public for sex offender checks processed within 1 working day.

Actual Results			
1997	1998	1999	2000
99.9%	100%	95%	96%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

D. 100% of concealed weapons background checks processed to FBI within 5 days.

Actual Results			
1997	1998	1999	2000
71%	81.6%	89.5%	70%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

7. Conduct proactive, self-initiated investigation of narcotics violations and financial crimes.

A. Number of self-initiated cases.

Actual Results			
1997	1998	1999	2000
257	162	361	774
Projected Results			
2001	2002	2003	2004
325	325	335	335

B. Number of financial investigations initiated.

Actual Results			
1997	1998	1999	2000
19	10	26	23
Projected Results			
2001	2002	2003	2004
33	33	33	33

8. Assist local law enforcement with criminal investigations.

A. Respond to 100% of requests for assistance on homicides.

Actual Results			
1997	1998	1999	2000
30	32	21	17
Projected Results			
2001	2002	2003	2004
50	50	50	50

B. Total number of homicides investigated.

Actual Results			
1997	1998	1999	2000
27	16	21	23
Projected Results			
2001	2002	2003	2004
42	42	42	42

C. Number of criminal polygraph examinations administered.

Actual Results			
1997	1998	1999	2000
97	90	113	71
Projected Results			
2001	2002	2003	2004
150	150	150	150

D. Respond to 100% of request for assistance with felony crimes against persons.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

## Police, Idaho State

### Investigations

9. Conduct internal investigations for D.L.E, local law enforcement agencies, and other state agencies, including pre-employment, use of force, and public corruption.

A. Number of pre-employment polygraph examinations administered.

Actual Results			
1997	1998	1999	2000
180	145	170	173
Projected Results			
2001	2002	2003	2004
150	150	175	175

B. Number of background investigations completed.

Actual Results			
1997	1998	1999	2000
102	112	108	128
Projected Results			
2001	2002	2003	2004
200	200	200	200

C. Number of internal, use of force and public corruption investigations initiated.

Actual Results			
1997	1998	1999	2000
64	41	26	88
Projected Results			
2001	2002	2003	2004
75	75	75	75

D. Respond to use of force investigations within 3 days.

Actual Results			
1997	1998	1999	2000
3 days (14)	3 days (16)	3 days (26)	3 days (13)
Projected Results			
2001	2002	2003	2004
3 days	3 days	3 days	3 days

E. Submit reports on all internal investigations within 5 days from completion of investigation.

Actual Results			
1997	1998	1999	2000
5 days (44)	5 days (28)	5 days (26)	5 days (51)
Projected Results			
2001	2002	2003	2004
5 days	5 days	5 days	5 days

10. Analysis of criminal evidence using accepted scientific techniques.

A. Number of cases received.

Actual Results			
1997	1998	1999	2000
8,491	9,628	7,219	7,963
Projected Results			
2001	2002	2003	2004
8,125	8,225	8,325	8,425



B. Number of cases completed.

Actual Results			
1997	1998	1999	2000
7,531	8,559	7,087	7,926
Projected Results			
2001	2002	2003	2004
8,100	8,125	8,250	8,325

C. Percentage of cases taking longer than thirty days.

Actual Results			
1997	1998	1999	2000
N/A	20%	20%	18%
Projected Results			
2001	2002	2003	2004
15%	12%	10%	10%

11. Manage the statewide breath alcohol testing program.

A. Number of law enforcement agencies performing protocol.

Actual Results			
1997	1998	1999	2000
96	100	104	104
Projected Results			
2001	2002	2003	2004
114	115	115	115

B. Number of law enforcement officers trained.

Actual Results			
1997	1998	1999	2000
1,158	1,175	1,305	1,342
Projected Results			
2001	2002	2003	2004
1,235	1,200	1,325	1,325

12. Provide assistance and training in evidence collection to local law enforcement agencies in crime scenes and clandestine laboratories.

A. Number of clandestine lab responses.

Actual Results			
1997	1998	1999	2000
15	26	67	132
Projected Results			
2001	2002	2003	2004
135	125	115	100

B. Number of crime scene responses.

Actual Results			
1997	1998	1999	2000
38	40	30	53
Projected Results			
2001	2002	2003	2004
55	60	65	70

**Program Results and Effect:**

For more information contact Glenn Ford at 884-7200.

## Police, Idaho State Patrol

### Description:

The Patrol Program provides statewide law enforcement, service and protection, including accident investigation and traffic safety to the motoring public.

### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Provide the citizens of Idaho with the safest, crime free roadways possible, and protect the public as prescribed by Idaho statute.
  - A. The fatality and injury crash rate per million miles traveled outside city limits will be reduced by 1%.  
\*Figures are based on calendar year resulting in a reporting delay.

Actual Results			
1997	1998	1999	2000
0.33	0.31	0.30*	0.29*
Projected Results			
2001	2002	2003	2004
.028	0.27	0.26	0.26

- B. The fatality and injury traffic crash rate per million miles traveled outside of city limits for commercial vehicles will be reduced by 1%. \*ITD revised figures after year-end report; subsequently ISP revised theirs.

Actual Results			
1997	1998	1999	2000
0.20	0.18	0.18*	0.16*
Projected Results			
2001	2002	2003	2004
0.15	0.14	0.13	0.13

- C. The fatality and injury crash rate per million miles traveled involving alcohol and drugs outside of city limits will be reduced by 1%. \*ITD revised figures after year-end report; subsequently ISP revised theirs.

Actual Results			
1997	1998	1999	2000
0.05	0.07	0.04	0.05*
Projected Results			
2001	2002	2003	2004
0.04	0.03	0.02	0.02

- D. Ninety percent of all emergency calls during a state fiscal year will be responded to safely and the officer will arrive within fifteen minutes of receiving the call.

Actual Results			
1997	1998	1999	2000
60%	65%	62%	46%
Projected Results			
2001	2002	2003	2004
90%	90%	90%	90%

- E. Eighty percent of all motorist assist calls during a state fiscal year will be responded to safely and the officer will arrive within thirty minutes of needing assistance.

Actual Results			
1997	1998	1999	2000
81%	86%	89%	71%
Projected Results			
2001	2002	2003	2004
80%	80%	80%	80%

- F. Ninety-five percent of all requests from other agencies during a state fiscal year will be responded to safely, and the officer will arrive within 15 minutes of receiving the call.

Actual Results			
1997	1998	1999	2000
69%	71%	69%	62%
Projected Results			
2001	2002	2003	2004
95%	95%	95%	95%

2. Leverage and effectively manage all resources to provide for increased operational capabilities, continued process improvement, research and development, and training.

- A. Ninety percent of customers surveyed will be satisfied with ISP service. \*\*The customer satisfaction survey was not completed due to budget constraints.

Actual Results			
1997	1998	1999	2000
N/A	N/A	unknown**	unknown**
Projected Results			
2001	2002	2003	2004
90%	90%	90%	90%

- B. The number of sustained complaints against ISP officers will not exceed five per calendar year.

Actual Results			
1997	1998	1999	2000
5	11	31	5*
Projected Results			
2001	2002	2003	2004
5	5	5	5

- C. There will be no tort claims awarded against ISP during any calendar year.

Actual Results			
1997	1998	1999	2000
2	9	2	0*
Projected Results			
2001	2002	2003	2004
0	0	0	0

- D. The number of fleet crashes preventable by ISP will be reduced by 10% each calendar year.

Actual Results			
1997	1998	1999	2000
14	23	18	19*
Projected Results			
2001	2002	2003	2004
17	15	13	13

- E. Ninety percent of subgrantees surveyed will be satisfied with products, training, and services provided by Grants and Research.

Actual Results			
1997	1998	1999	2000
N/A	N/A	unknown**	unknown**
Projected Results			
2001	2002	2003	2004
90%	90%	90%	90%

## Police, Idaho State Patrol

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F. Fiscal and programmatic compliance reviews will result in no significant findings against the department during any fiscal year.

Actual Results			
1997	1998	1999	2000
N/A	N/A	0	0
Projected Results			
2001	2002	2003	2004
0	0	0	0

### Program Results and Effect:

For more information contact Renee Iverson at 884-7045.

**Police, Idaho State  
Law Enforcement Programs**

**Description:**

The Law Enforcement Program provides services in alcohol beverage control, special projects, executive protection and the Office of Professional Standards.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Issue liquor, wine, and beer licenses to retailers.

- A. Process 4,000 licenses annually.

Actual Results			
1997	1998	1999	2000
4,193	4,318	4,164	4,205
Projected Results			
2001	2002	2003	2004
4,247	4,290	4,333	4,333

- B. Process all applications in 90 days.

Actual Results			
1997	1998	1999	2000
100%	100%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

2. Enforce Alcohol Beverage Code.

- A. Initiate criminal investigations within five business days of receiving report.

Actual Results			
1997	1998	1999	2000
90%	98%	100%	100%
Projected Results			
2001	2002	2003	2004
100%	100%	100%	100%

- B. Ninety percent of requests for assistance by local agencies are responded to within 24 hours.

Actual Results			
1997	1998	1999	2000
90%	90%	90%	90%
Projected Results			
2001	2002	2003	2004
90%	90%	90%	90%

- C. Inspect every on-premise licensee annually.

Actual Results			
1997	1998	1999	2000
2,142	309	872	342
Projected Results			
2001	2002	2003	2004
2,410	2,470	2,470	2,470

## Police, Idaho State

### Law Enforcement Programs

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3. Provide training and guidance to licensees and to other government agencies.
- A. Provide 30 hours of training for the law enforcement community annually.

Actual Results			
1997	1998	1999	2000
30	30	30	30
Projected Results			
2001	2002	2003	2004
30	30	30	30

- B. Reduce training cost per hour per licensee to \$1.00.

Actual Results			
1997	1998	1999	2000
\$2.00	\$1.00	\$1.00	\$1.00
Projected Results			
2001	2002	2003	2004
\$1.00	\$1.00	\$1.00	\$1.00

- C. Reduce annual printing costs for licensee handbooks to \$1.00.

Actual Results			
1997	1998	1999	2000
\$1.50	\$0.00	\$1.00	\$4.00
Projected Results			
2001	2002	2003	2004
\$1.00	\$1.00	\$1.00	\$1.00

#### Program Results and Effect:

For more information contact Lonnie Gray at 884-7060.

## Police, Idaho State Peace Officers Standards & Training

### Description:

The Peace Officer Standards and Training (POST) Academy provides both basic training and specialized training to state and local law enforcement officers.

### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Educate and train the Idaho law enforcement professional to meet minimum standards for all areas of the job, integrating ethics and integrity into every block of instruction.

A. Number of law enforcement personnel trained at the basic patrol, detention, and dispatch academies.

Actual Results			
1997	1998	1999	2000
361	459	384	383
Projected Results			
2001	2002	2003	2004
380	380	380	380

B. Number of graduates from self-sponsored student program hired by law enforcement agencies.

Actual Results			
1997	1998	1999	2000
11	4	12	19
Projected Results			
2001	2002	2003	2004
18	18	18	18

C. Number of applicants evaluated for meeting the minimum standards for employment.

Actual Results			
1997	1998	1999	2000
80	150	279	614
Projected Results			
2001	2002	2003	2004
650	650	650	650

2. Maintain and issue certification records for all active law enforcement officers in Idaho.

A. Number of basic patrol, detention, dispatch, reserve, marine reserve, and K-9 certificates issued/renewed.

Actual Results			
1997	1998	1999	2000
354	400	455	468
Projected Results			
2001	2002	2003	2004
475	500	500	500

B. Number of advanced patrol, detention, and dispatch certificates issued.

Actual Results			
1997	1998	1999	2000
204	299	191	264
Projected Results			
2001	2002	2003	2004
250	250	250	250

**Police, Idaho State**  
**Peace Officers Standards & Training**

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C. Number of specialized patrol, detention, and dispatch certificates issued.

Actual Results			
1997	1998	1999	2000
27	69	53	57
Projected Results			
2001	2002	2003	2004
50	50	50	50

D. Number of new instructors evaluated for certification.

Actual Results			
1997	1998	1999	2000
54	58	54	158
Projected Results			
2001	2002	2003	2004
150	150	150	150

3. Ensure basic standards for employment and continued employment meet minimum standards.

A. Number of employment records processed.

Actual Results			
1997	1998	1999	2000
N/A	N/A	1,999	2,018
Projected Results			
2001	2002	2003	2004
2,200	2,200	2,200	2,200

B. Number of decertifications.

Actual Results			
1997	1998	1999	2000
0	5	5	3
Projected Results			
2001	2002	2003	2004
9	10	10	10

4. Provide continuing and advanced training and education for all Idaho law enforcement officers, pursuing distance learning opportunities when available.

A. Number of POST-certified basic in-service courses conducted by outside agencies.

Actual Results			
1997	1998	1999	2000
35	50	20	38
Projected Results			
2001	2002	2003	2004
40	40	40	40

B. Number of POST-certified advanced or specialized courses conducted by outside agencies.

Actual Results			
1997	1998	1999	2000
125	195	41	61
Projected Results			
2001	2002	2003	2004
50	50	50	50



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**Peace Officers Standards & Training**

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C. Number of criminal justice personnel trained via POST-approved teleconferences or computer-based training courses.

<b>Actual Results</b>			
<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>
200	240	71	71
<b>Projected Results</b>			
<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
50	60	75	75

5. Manage existing and pursue additional grant opportunities to enhance training and education.

A. Number of individuals awarded grants.

<b>Actual Results</b>			
<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>
554	600	390	0
<b>Projected Results</b>			
<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
0	0	0	0

B. Number of POST-sponsored or approved training courses conducted using grant funds.

<b>Actual Results</b>			
<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>
69	39	34	52
<b>Projected Results</b>			
<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
50	60	60	60

## **Police, Idaho State**

### **Peace Officers Standards & Training**

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#### **Program Results and Effect:**

P.O.S.T. Academy offers up-to-date top-quality training to law enforcement personnel throughout the State, training that individual departments could otherwise not afford. This includes all city/county, and state Peace Officers as well as Fish and Game enforcement officers and state Brand Inspectors. P.O.S.T. also monitors training throughout the state, ensuring up-to-date, appropriate techniques are taught. The Basic Academy is 408 hours long, the equivalent of one year of college or twenty-five semester college credits. Idaho's academy is recognized by all other states, so graduates can move to any state and become certified without having to attend another academy. Due to liability and an increased number of lawsuits, more and more segments of the criminal justice community have requested P.O.S.T.'s assistance in training their employees. In response to these requests, three four-week Detention Academies and three one-week dispatch academies are held each year. Technical and specialized schools are offered for court bailiffs, marine deputies, prosecutors, D.A.R.E. officers, multidisciplinary investigative teams, sheriffs, chiefs, etc. Additional levels of certification, as well as classification and accreditation certificates have been added to foster professionalism and career development. A one-week Law Enforcement Career Camp is held annually for high school juniors and seniors interested in a law enforcement career. The Idaho POST Academy was recently selected to receive the National Institute of Ethics' "Integrity Pioneer Award" for their significant achievements toward the prevention of unethical acts within law enforcement. The POST Academy does an excellent job of providing the citizens of Idaho with ethical, well-trained peace officers. Without this training and setting of standards, liability would increase tremendously, as well as the number of lawsuits against agencies and political entities.

There are twenty-five different levels of certification/classification/accreditation to foster professionalism and career development. Certifications include Reserve Level I, Marine Reserve Level I, Part-Time Basic, Basic, Intermediate, Advanced, Master, Supervisor, Management, Executive, Dispatch Level I - III, Advanced Dispatch, Basic Detention, Detention Level I - III, Narcotics Detection Dog, Basic Patrol Dog Level I & II, Intermediate Patrol Dog Level I & II, Advanced Patrol Dog Level I & II. Officers qualify for higher levels based on their training hours and years of service. To bring law enforcement to a higher level of professionalism, many agencies are now paying \$50 to \$100 more per month to employees pursuing additional training and higher levels of certification/classification.

For more information contact Trish Christy at 884-7250.